

JAY DARDENNE  
SECRETARY OF STATE

STATE OF LOUISIANA  
SECRETARY OF STATE



Commercial  
(225) 925-4704

Administrative Services  
(225) 925-4704

Fax  
(225) 925-4726  
(225) 922-0435

Uniform Commercial Code  
(225) 922-1193

Fax  
(225) 922-0452

**TRANSMITTAL INFORMATION  
For All Business Filings**

***Registered agent, officer, entity status information available via the Internet***

Business Name (List ***exactly*** as it appears in documents)

Name of person filing document (evidence of filing will be mailed to this person, at address below)

Daytime phone number

Address

City

State

Zip Code

**NOTE: Louisiana notaries must print or type their name and include their notary or bar roll number.**

Mailing Address: P. O. Box 94125, Baton Rouge, LA \* 70804-9125  
Office Location: 8549 United Plaza Blvd., Baton Rouge, LA \* 70809  
Web Site Address: [www.sos.louisiana.gov](http://www.sos.louisiana.gov)

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**APPLICATION FOR WITHDRAWAL OF A FOREIGN CORPORATION/  
LIMITED LIABILITY COMPANY FROM THE STATE OF LOUISIANA  
(R. S. 12:312 & 12:1351)**

Enclose \$100 (Corporation) filing fee  
\$125 (Limited Liability Company) filing fee  
Make remittance payable to  
Secretary of State  
*Do Not Send Cash*

Return to: Commercial Division  
P.O. Box 94125  
Baton Rouge, LA 70804-9125  
Phone (225) 925-4704  
Web Site: [www.sos.louisiana.gov](http://www.sos.louisiana.gov)

STATE OF \_\_\_\_\_

PARISH/COUNTY OF \_\_\_\_\_

\_\_\_\_\_  
Company Name

organized under the laws of the state of \_\_\_\_\_, county of \_\_\_\_\_

is no longer transacting business in the State of Louisiana, effective \_\_\_\_\_  
Date

and surrenders its authority to transact business in the state of Louisiana; revokes the authority of its registered agent to accept service of process, and consents that service of process in any action or proceeding based on any cause of action arising out of or resulting from or connected with any business transacted by it in this State during the time the company was authorized to transact business in this State, be made on the company by service thereof on the Secretary of State, or on a person in his office designated to receive service of process; such service, if made on the Secretary of State shall be mailed to:

\_\_\_\_\_  
Officer/Manager or Member

\_\_\_\_\_  
Date

Sworn to and subscribed before me, the undersigned Notary Public, on this date: \_\_\_\_\_

\_\_\_\_\_  
Notary

## **INSTRUCTIONS**

1. A foreign corporation or limited liability company authorized to transact business in this state may withdraw from this state upon procuring from the Secretary of State a Certificate of Withdrawal.
2. In order to obtain a Certificate of Withdrawal, this application must be executed in duplicate by any officer for a corporation, or by a manager, if management of the limited liability company is vested in one or more managers, or a member, if management is reserved to the members, for a limited liability company. The application must be acknowledged by the signing party before a notary public. (If the withdrawal is for a corporation which is in the hands of a receiver or a trustee, this form shall be executed on behalf of the corporation by such receiver or trustee and acknowledged by him.)
3. A Certificate of Withdrawal shall be issued when all fees, charges, taxes, unemployment compensation, distributions and interest have been paid as required by law and evidenced by certificates of the Collector of Revenue and the Administrator of the Division of Employment Security of the Department of Labor. (The Secretary of State's office requests these Certificates from the above offices.)
4. Upon the issuance of a Certificate of Withdrawal, the authority of the company to transact business in Louisiana shall cease.